



CITY OF EUREKA DEVELOPMENT SERVICES DEPARTMENT

Community Development Division
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Categorical Exclusion Permit

Overview

The Coastal Act of 1976 established detailed policies for land use within the Coastal zone, and charged local governments with the responsibility to incorporate these policies into their planning and zoning regulations. Generally, the Coastal Act sets forth regulations which require the City to process Coastal Development Permits for all proposed development in the Coastal Zone. The Coastal Act, as well as the City's Local Coastal Program, provides for exemptions and exclusions for certain types of projects.

Eureka Categorical Exclusion Order E-88-2 was adopted by the Coastal Commission on July 14, 1988. The Order authorizes the exclusion from permit requirements of certain types of development within a defined area, subject to certain special conditions, as provided in the Order. However, under certain conditions, projects in a Categorical Exclusion area may require a Coastal Development Permit.

How to Apply

Categorical Exclusion Permit applications are available at the Community Development Department, 3rd floor, City Hall, or on the Department's website at www.ci.eureka.ca.gov. Staff can assist you with the materials needed for a complete application packet. Once you have put together a complete application packet, return the application packet along with the application fee to the Department for processing.

The Process

Step 1: Application Acceptance, Department Review

Once your application has been submitted and fees collected, Staff will perform a preliminary review of the application to determine if the application is complete. Should your application be found incomplete, you or your agent, if you have designated one, will be contacted and advised what items must be submitted before processing can continue. You will have 120 days from the date of the contact (e.g. letter, telephone call, e-mail) to submit the requested material, or the review of your project will expire unless an extension is granted prior to the expiration. Once expired, a new, complete application, including all supplemental material and a full fee is required to re-initiate the review process.

Step 2: Referrals

Once your application has been accepted as complete, the assigned planner will send copies of your application materials to the public agencies having jurisdiction or authority over your project. If the responding agencies identify issues that must be resolved prior to the continued processing of your application, or if additional information is required by those Departments or agencies, the assigned planner will contact you or your agent, if you have designated one, and advise you of what is needed.

Step 3: Administrative Approval

Once all necessary agencies respond to the referral, a permit will be prepared for approval by the Director of Community Development. The permit may include conditions of approval, and you or your contractor will be required to agree to the conditions either upon approval of the permit, or prior to issuance of a building permit. The permit will be mailed to you.

Other Permits and Reviews

In addition to obtaining a Categorical Exclusion Permit, you may be required to obtain additional permits or reviews prior to proceeding with your project, such as Design Review, Historic Preservation Review, Building permits, or Encroachment permits. Community Development Department Staff can discuss with you what additional permits or reviews may or will be required.

How to Get Help

Call, e-mail or visit the Community Development Department; we are available to discuss your project with you. You may also wish to hire a consultant, such as an architect, engineer, land surveyor, or professional planner to assist you; a listing of qualified professionals is available in the yellow pages of the phone directory.